

## CONGLETON TOWN COUNCIL

### COMMITTEE REPORTS AND UPDATES

<b>COMMITTEE:</b>	<b>Town Hall and Assets Committee</b>		
<b>MEETING DATE AND TIME</b>	<b>31<sup>st</sup> October 2024</b> <b>7.00 pm</b>	<b>LOCATION</b>	<b>Congleton Town Hall</b>
<b>REPORT FROM</b>	<b>Serena Van Schepdael- R.F.O</b>		
<b>AGENDA ITEM REPORT TITLE</b>	<b>12</b> <b>Management Accounts for Congleton Information Centre</b>		
<b>Background</b>	Management Accounts and Variance analysis for the period to 30 <sup>th</sup> September 2024, to accompany the attached spreadsheets in Appendix 12.1.		
<b>Update</b>	<p>These figures cover the financial period of the current financial year to 30<sup>th</sup> September 2024, month 6, which represents 50% of the budget. (Percentages in this report are rounded up /down and are based on <u>full-year budgets</u>.) Please refer to Appendix 12.1 for notes/issues for revenue expenditure.</p> <p>Income</p> <ul style="list-style-type: none"><li>• Most income is via the Information Centre is third-party income and is dependent on external requirements/events.</li></ul> <p>Expenditure</p> <ul style="list-style-type: none"><li>• Business Rates are higher than expected due to 50% being paid initially then moved to Direct Debit, which will level out over the year.</li></ul> <p>The following figures will be presented to the F&amp;P Committee on the 14<sup>th</sup> of November 2024.</p> <p><b><u>225-Congleton Information Centre</u></b></p> <ul style="list-style-type: none"><li>• Direct Sales Income           £35,403 – 39.9%</li><li>• Direct Sales Expenditure     £25,713 – 30.6%</li></ul>		
<b>Financial</b>	No requirements/implications for this decision.		
<b>Environmental</b>	No implications for the decision.		
<b>Equality and Diversity</b>	No implications for the decision.		
<b>Decision Request</b>	To note the Management Accounts for the Congleton Information Centre's current financial year to 30 <sup>th</sup> September 2024.		

Congleton Town Council  
Management Accounts 2024-25  
CONGLETON INFORMATION CENTRE  
Sep-24

Third Party  
OK  
Monitor  
Overspent

Month 6  
Percentage 50.0%

TOWN HALL  
CONGLETON INFORMATION CENTRE

	ANNUAL BUDGET	BUDGET TO M6	ACTUAL SPEND TO M6	£ VARIANCE OF M6 BUDGETS	% SPENT AGAINST M6 BUDGETS	% SPENT OF ANNUAL BUDGET	% VARIANCE AGAINST M6 EXPECTED
3000 Stock at 1st April	0	-	-	-	0.0%		
3041 3rd Party ticket resales	73,150	36,575	21,689	14,886	59.3%	29.7%	-20.35%
3042 Books, Maps, Guides resale	2,850	1,425	268	1,157	18.8%	9.4%	-40.60%
3043 Souvenirs for resale	2,375	1,188	1,421	234	119.7%	59.8%	9.83%
3044 Stamps for resale	500	250	138	112	55.2%	27.6%	-22.40%
3046 Local Produce for resale	3,800	1,900	1,760	140	92.6%	46.3%	-3.68%
3047 Theatre gift cards for resale	150	75	57	18	76.0%	38.0%	-12.00%
3048 Food & Drink for resale	1,197	599	380	219	63.5%	31.7%	-18.25%
3049 CTC Merchandise	0	-	-	-	0.0%	0.0%	-50.00%
3999 Stock at 31st March 2022	0	-	-	-	0.0%	0.0%	-50.00%
<b>Direct Expenditure</b>	<b>84,022</b>	<b>42,011</b>	<b>25,713</b>	<b>16,298</b>	<b>61.2%</b>	<b>30.60%</b>	<b>-19.40%</b>
4000 Staff costs	60,704	30,352	30,024	328	98.9%	49.5%	-0.54%
4011 Rates	5,068	2,534	3,497	963	138.0%	69.0%	19.00%
4013 Rent Payable	7,500	3,750	3,750	-	100.0%	50.0%	0.00%
4162 General Expenditure	2,000	1,000	926	74	92.6%	46.3%	-3.70%
6000 Central Overheads Reallocated	4,807	2,404	2,861	458	119.0%	59.5%	9.52%
<b>Indirect Expenditure</b>	<b>80,079</b>	<b>40,040</b>	<b>41,058</b>	<b>1,019</b>	<b>102.5%</b>	<b>51.3%</b>	<b>1.27%</b>
1041 Third Party Ticket Sales	-77,000	-38,500	-31,272	-7,228	81.2%	40.6%	-9.39%
1042 Books, Maps, Guides sales	-3,000	-1,500	-548	-952	36.5%	18.3%	-31.73%
1043 Souvenir sales	-2,500	-1,250	-551	-699	44.1%	22.0%	-27.96%
1044 Stamp Sales	-500	-250	-113	-137	45.2%	22.6%	-27.40%
1045 Photocopy sales	-300	-150	-266	-116	177.3%	88.7%	38.67%
1046 Local Produce for resale	-4,000	-2,000	-2,009	9	100.5%	50.2%	0.22%
1047 Theatre gift cards	-150	-75	-68	-7	90.7%	45.3%	-4.67%
1048 Food and Drink sales	-1,260	-630	-533	-97	84.6%	42.3%	-7.70%
1049 CTC Merchandise sales	0	-	-43	43	0.0%	0.0%	-50.00%
<b>Income</b>	<b>-88,710</b>	<b>-44,355</b>	<b>-35,403</b>	<b>-8,952</b>	<b>79.8%</b>	<b>39.9%</b>	<b>-10.09%</b>
<b>Total Income</b>	<b>-88,710</b>	<b>-44,355</b>	<b>-35,403</b>	<b>-8,952</b>	<b>79.8%</b>	<b>39.9%</b>	<b>-10.09%</b>
<b>Net Expenditure over Income</b>	<b>75,391</b>	<b>37,696</b>	<b>31,368</b>	<b>6,328</b>	<b>83.2%</b>	<b>41.6%</b>	<b>-8.39%</b>

NOTES

Expenditure Variance 0-100% Green 101-115% Amber 115% over Red  
Yellow are 3rd party expenditure, traffic lights CTC

Third Party Income see corresponding expense line

Third Party Income see corresponding expense line

Third Party Income see corresponding expense line

Third Party Income see corresponding expense line

50% of invoice paid, switching to Direct Debit for remainder

As per requirement, includes card payment bank charges

Yellow are 3rd party income, traffic lights our own income  
Income Variance 100% Green, 75% to 99% Amber, 0%-75% Red

Third Party expenditure

Third Party expenditure

Third Party expenditure

Third Party expenditure

No budget, old stock